



**Louisville-Jefferson County Metro Government**  
**Department of Inspections, Permits and Licenses**  
**Metro Development Center**  
444 South Fifth Street, Suite 100, Louisville, KY 40202-4314  
Telephone: (502) 574-3321 Fax: (502) 574-4356

This application is to be completed by the applicant and then taken to the Fire Marshal's office for their signature. Upon obtaining the Fire Marshal's signature return the application to the Department of Inspections, Permits and Licenses, at which time you will receive the permit to erect the tent. A copy of this application shall be attached to the permit and posted conspicuously on the main tent pole or inside the tent's main entrance.

**TENT PERMIT APPLICATION**

<b>DATE</b>		<b>PERMIT NUMBER</b>		<b>PERMIT FEE</b>	
<b>LOCATION</b>					
<b>APPLICANT</b>				<b>PHONE</b>	
<b>ADDRESS</b>					
<b>TENT TO BE ERECTED FROM</b>		<b>TO</b>			

1. Tent Dimensions: Length \_\_\_\_\_ Width \_\_\_\_\_ Height \_\_\_\_\_
2. Distance to Property Lines: Front \_\_\_\_\_ Rear \_\_\_\_\_ Nearest Side \_\_\_\_\_
3. Proposed Use of Tent: \_\_\_\_\_
4. Proposed Occupancy Load (Capacity): \_\_\_\_\_
5. Number of Exits: \_\_\_\_\_
6. Width of Exits: \_\_\_\_\_
7. Are Exits designated? ☐ Yes ☐ No
8. Are your tarpaulins and all decorative materials treated to render the materials flame-resistant and self extinguishing? ☐ Yes ☐ No
9. Is your tent adequately guyed, staked and fastened to withstand a wind pressure of not less than 20 lbs. per square foot to projected area? ☐ Yes ☐ No
10. Does the tent occupy more than 75% of the premises it is located on? ☐ Yes ☐ No
11. Does the Tent have any Heating Equipment? ☐ Yes ☐ No
12. Does the Tent have any Electrical Service? ☐ Yes ☐ No
13. Does the Tent have any Cooking Equipment? ☐ Yes ☐ No
14. Does the Tent have Seating ☐ Yes ☐ No
15. Does the Tent contain any hay, straw, wood shavings or similar combustible materials? ☐ Yes ☐ No

I, \_\_\_\_\_, hereby certify that I am authorized by the owner of record to make this application as his agent, and that the questions answered above are correct to the best of my knowledge.

CONDITIONS OF PERMIT: \_\_\_\_\_  
\_\_\_\_\_

**OTHER PERMITS OR APPROVALS**

<input type="checkbox"/> Local City Approval	<input type="checkbox"/> HVAC	<input type="checkbox"/> Electrical	<input type="checkbox"/> Traffic
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\_\_\_\_\_  
Building Official

\_\_\_\_\_  
Date

\_\_\_\_\_  
Fire Official

\_\_\_\_\_  
Date